

Cadence

APRIL 2004

A monthly e-newsletter keeping the state Employee team in step with the MiTAPS initiative

MiTAPS Streamlines Permitting For Michigan Businesses

Welcome to the first issue of Cadence, the monthly e-newsletter for state employees on the Michigan Timely Application and Permit Service (MiTAPS) project.

On December 8, at the Michigan Manufacturing Summit, I issued an executive directive announcing MiTAPS. This sweeping reform of Michigan's permit application process will create a one-stop shop for businesses, the first of its kind in the United States. With MiTAPS, businesses will be able to go online and find out what permits they need, apply for them, and track their status—all at one website. The first phase of this project, focusing on manufacturing businesses, is scheduled for completion this summer.

Why do we need MiTAPS? To compete successfully, our compa-

nies can't afford to have government *unnecessarily* slow them down. Michigan automobile firms report that permit approval times are too lengthy, burdensome and needlessly complex. By streamlining our permit application process, we make Michigan a better place to do business, encourage the retention of existing jobs, and foster the creation of new jobs for Michigan workers without sacrificing environmental concerns.

As I said in my State of the State message in January, our new Department of Labor and Economic Growth (DLEG) is heading up this important project, and many other departments and agencies will participate in this ground breaking effort. This project will establish Michigan as the benchmark state for permitting and licensing and is central to

our strategy of economic revitalization.

In our Vision and Values meetings, many of you said that we need better communication across state government in order to do our best work. *Cadence* will keep everyone "in the loop" about the many aspects of this important project, providing the information we need to work to our full abilities with excellence, integrity, inclusion, and teamwork.

As always, I appreciate the work you do, on this project and many others.

Sincerely,



Jennifer M. Granholm
Governor

Cadence Call

"The achievements of an organization are the results of the combined efforts of each individual." Vince Lombardi



Editor, Chris Hamstra
Office of Media Technology

MICHIGAN - A GREAT Place To Do GREAT Work!

On December 8, 2003 the Department of Labor and Economic Growth (DLEG) officially opened for business. Governor Jennifer Granholm created DLEG to promote job creation and economic growth in Michigan by centralizing and streamlining the state's job, workforce, and economic development functions under one department. Led by the former mayor of Lansing, Director David C. Hollister, DLEG will be a one-stop shop for business creation and development.

continued on page 2

Cadence Keeps State Employees In Step

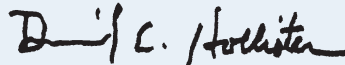
As you read in Governor Granholm's welcome message, this is the first issue of Cadence, the monthly e-newsletter on the MiTAPS project. Governor Granholm has asked the Department of Labor & Economic Growth (DLEG) to lead this project, and to keep everyone informed of our ongoing challenges and progress.

This edition of *Cadence* will give you an overview of Governor Granholm's objectives for MiTAPS, our project committee, and our timeline. Each month we'll highlight key aspects and accomplishments of the MiTAPS project, as we work toward our goal of putting MiTAPS online for manufacturing businesses by summer 2004.

Our editor, Lynda Robinson of DLEG's Office of Media Technology, welcomes your questions about *Cadence* and your suggestions for articles. She can be reached at RobinsonLyndaM@michigan.gov.

Whether you're directly or indirectly involved in the MiTAPS project, we hope you'll find *Cadence* a useful source of information on this priority initiative for Michigan businesses.

Sincerely,



David C. Hollister
DLEG Director

continued from page 1

MICHIGAN - A GREAT Place To Do GREAT Work!

One of DLEG's first initiatives is the MiTAPS initiative. The **Michigan Timely Application and Permit Service (MiTAPS)** functions across departments and agencies to streamline the permitting and application process for businesses. MiTAPS will help make this state a better place to do business, encourage the retention of existing jobs, and help foster the creation of new jobs for Michigan workers. One of the goals of the MiTAPS program is to reduce the time for permitting/licensing the construction of a new manufacturing facility from 470-days to 180 days of processing time.

MiTAPS Focuses On A Model Organization

MiTAPS will enhance online permitting and licensing for business startups in the State of Michigan. By working across state departments as a single point of entry, MiTAPS will provide permit status monitoring for applicants with identified outcomes that eliminate duplicative processes.

In a presentation to Governor Granholm and the Michigan Cabinet in October 2003, the MiTAPS team noted that *"Michigan's website, is a maze of permitting information without clear explanation of the expected time necessary to complete each phase - suggesting a complex, uncertain process."*

Team members began assembling late November to discuss the

parameters and scope of the MiTAPS project and began developing a charter document. To begin the charter team decided to address questions relating to

permits and licenses for a manufacturing facility. Within the manufacturing facility MiTAPS will focus on permits and licenses relating to, (1) initial construction, (2) certification of occupancy, (3) and operations. *Construction requirements* are the licenses and permits,

which include standards or requirements needed to gain construction approval and permit issuance. *Occupancy requirements* are defined as the approvals necessary for operation and

"Michigan's website, is a maze of permitting information without clear explanation of the expected time necessary to complete each phase - suggesting a complex, uncertain process."

MiTAPS Team

continued on page 3

continued from page 2

MiTAPS Focuses On A Model Organization

equipment start-up. The goal is to figure out if there are any additional permits or licenses needed before manufacturing could begin.

Beginning in January 2004, the MiTAPS team has systematically been mapping the process of permitting and licensing in the state of Michigan through the "Brown Paper Project."

This activity is used to describe and then critique the methods used to complete the current permits and licenses for a project. By using brown paper the team is able to do several things. They can:

- Document the flow of the process applications by noting what comes first,

- Document the overall timing of the approval cycle for this configuration,
- Document any dependencies between permits/licenses and
- Include any approvals or reviews that are not directly governed by a permit or license.

Using this process the team mapped out the chart below . . .

